



COMDTINST 6320.21
16 APR 1990

COMMANDANT INSTRUCTION 6320.21

Subj: Health Services Quality Assurance (QA) Implementation Guide

Ref: (a) COMDTINST 6010.15

1. Purpose. This instruction implements the Health Services Quality Assurance Implementation Guide (QAIG).
2. Background. Reference (a) assigns responsibilities for the Commandant's Health Services QA Program. It tasks the Commanders of the Maintenance and Logistics Commands (MLC)s with clinical and professional oversight for all Coast Guard medical treatment facilities within their Areas. Reports from MLC quality assurance site surveys indicate that we must do more to assist commands in the areas of quality assurance. The QAIG will provide that assistance, and increased standardization of health services policies and procedures at Coast Guard clinics.
3. Discussion.
 - a. The QAIG. The Guide, which consists of a series of quality assurance exercises, has been designed to assist commands in meeting the requirements of the Coast Guard Health Services Quality Assurance Program. Use of the Guide will minimize the administrative requirements of the QA program by providing direction and in many cases, templates for addressing critical issues. The exercises will often eliminate the need for each clinic to develop its own policies and procedures for health services activities by providing a generic framework which can be adopted to local conditions. In some cases, clinics may be required to submit evidence of completion of an exercise to the MLC Quality Assurance Branch for data evaluation purposes.

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3.
 - b. Commandant (G-KOM) has been directed to develop exercises on critical quality assurance issues for inclusion in the QAIG. The exercises, which should number between six and ten over the period of a year, will be distributed via the MLCs.
 - c. Commander, MLC(k). The MLC Commanders shall ensure that exercises are distributed to appropriate commands for completion by clinic personnel. They shall also review each facility's QAIG on quality assurance site surveys.
 - d. Unit QA Coordinators. QA coordinators at each facility shall complete all QAIG exercises in a timely fashion and maintain a complete up-to-date QAIG.
4. Action. Area and district commanders, commanders of maintenance and logistics commands, and unit commanding officers shall ensure compliance with this instruction.

/s/ MICHAEL HUDGINS
Chief, Office of Health and
Safety

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